



**BENICIA HISTORIC PRESERVATION REVIEW COMMISSION
HISTORIC PRESERVATION REVIEW COMMISSION AGENDA**

**City Hall Commission Room
January 18, 2018
10:00 AM**

***** **SPECIAL MEETING** *****

1. PLEDGE OF ALLEGIANCE

2. ROLL CALL OF COMMISSIONERS

3. REFERENCE TO FUNDAMENTAL RIGHTS OF PUBLIC

A plaque stating the Fundamental Rights of each member of the public is posted at the entrance to this meeting room per section 4.04.030 of the City of Benicia's Open Government Ordinance.

4. ADOPTION OF AGENDA

5. OPPORTUNITY FOR PUBLIC COMMENT

This portion of the meeting is reserved for persons wishing to address the Commission on any matter not on the agenda that is within the subject matter jurisdiction of the Historic Preservation Review Commission. State law prohibits the Commission from responding to or acting upon matters not listed on the agenda. Each speaker has a maximum of five minutes for public comment. If others have already expressed your position, you may simply indicate that you agree with a previous speaker. If appropriate, a spokesperson may present the views of your entire group. Speakers may not make personal attacks on commissioners, staff or members of the public, or make comments which are slanderous or which may invade an individual's personal privacy.

A. WRITTEN COMMENT

B. PUBLIC COMMENT

6. CONSENT CALENDAR

7. REGULAR AGENDA ITEM

7.A DOWNTOWN HISTORIC DISTRICT DESIGN GUIDELINES

The City is in the process of conducting initial public outreach for the Downtown Historic District Design Guidelines. A special meeting of the Historic Preservation Review Commission (HPRC) has been called in order to obtain feedback on the existing guidelines and objectives for the updated guidelines. The consulting firm of Winter & Company will facilitate the discussion.

RECOMMENDATION

Participate in the facilitated discussion about the Downtown Historic District Design Guidelines update.

[Staff Report](#)

[1. Design Guidelines Project Summary](#)

[2. HPRC Discussion Questions](#)

8. COMMUNICATIONS FROM STAFF

9. COMMUNICATIONS FROM COMMISSIONERS

Communications are brief updates, and are not intended to be discussion items. If a detailed discussion is needed, it will be agendaized for a future meeting.

10. ADJOURNMENT

Public Participation

The Benicia City Council and its Boards and Commissions welcome public participation.

Pursuant to the Brown Act, each public agency must provide the public with an opportunity to speak on any matter within the subject matter jurisdiction of the agency and which is not on the agency's agenda for that meeting. The City Council allows speakers to speak on non-agendized matters under public comment, and on agendized items at the time the agenda item is addressed at the meeting. Comments are limited to no more than five minutes per speaker. By law, no action may be taken on any item raised during the public comment period although informational answers to questions may be given and matters may be referred to staff for placement on a future agenda of the City Council.

Should you have material you wish to enter into the record, please submit it to the City Manager.

Disabled Access or Special Needs

In compliance with the Americans with Disabilities Act (ADA) and to accommodate any special needs, if you need special assistance to participate in this meeting, please contact Anne Cardwell, the ADA Coordinator, at (707) 746-4200. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting.

Meeting Procedures

All items listed on this agenda are for Council discussion and/or action. In accordance with the Brown Act, each item is listed and includes, where appropriate, further description of the item and/or a recommended action. The posting of a recommended action does not limit, or necessarily indicate, what action may be taken by the City Council.

Pursuant to Government Code Section 65009, if you challenge a decision of the City Council in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City Council at, or prior to, the public hearing. You may also be limited by the ninety (90) day statute of limitations in which to challenge in court certain administrative decisions and orders (Code of Civil Procedure 1094.6) to file and serve a petition for administrative writ of mandate challenging any final City decisions regarding planning or zoning.

The decision of the City Council is final as of the date of its decision unless judicial review is initiated pursuant to California Code of Civil Procedures Section 1094.5. Any such petition for judicial review is subject to the provisions of California Code of Civil Procedure Section 1094.6.

Public Records

The agenda packet for this meeting is available at the City Manager's Office and the Benicia Public Library during regular working hours. To the extent feasible, the packet is also available on the City's web page at www.ci.benicia.ca.us under the heading "Agendas and Minutes." Public records related to an open session agenda item that are distributed after the agenda packet is prepared are available before the meeting at the City Manager's Office located at 250

East L Street, Benicia, or at the meeting held in the Council Chambers. If you wish to submit written information on an agenda item, please submit to the City Clerk as soon as possible so that it may be distributed to the City Council. A complete proceeding of each meeting is also recorded and available through the City Clerk's Office.

Contact Your Council Members

If you would like to contact the Mayor or a Council Member, please call the number listed below to leave a voicemail message.

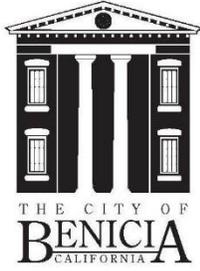
Mayor Patterson: 746-4212

Vice Mayor Young: 746-4213

Council Member Campbell: 746-4213

Council Member Hughes: 746-4213

Council Member Schwartzman: 746-4213



AGENDA ITEM
HISTORIC PRESERVATION REVIEW COMMISSION
MEETING DATE – JANUARY 18, 2018
BUSINESS ITEMS

TO : Historic Preservation Review Commission

FROM : Suzanne Thorsen, Principal Planner

SUBJECT : **DOWNTOWN HISTORIC DISTRICT DESIGN GUIDELINES**

EXECUTIVE SUMMARY:

The City is in the process of conducting initial public outreach for the Downtown Historic District Design Guidelines. A special meeting of the Historic Preservation Review Commission (HPRC) has been called in order to obtain feedback on the existing guidelines and objectives for the updated guidelines. The consulting firm of Winter & Company will facilitate the discussion.

RECOMMENDATION:

Participate in the facilitated discussion about the Downtown Historic Design Guidelines update.

BACKGROUND:

The objective of this project is to provide user-friendly guidelines for the treatment of historic properties, alterations to non-historic buildings, and the design of new infill structures within the historic district, as well as to update design review procedures. The updated design guidelines will ensure consistency in the design review process, reinforce the character of the historic district, and provide the basis for clear and fair decision-making in the district. This project is expected to bring Benicia into alignment with historic preservation “best practices” and streamline design review procedures.

Monthly updates on the progress of the design guidelines will be agendaized for HPRC discussion. Up-to-date information about the project can additionally be found online at www.ci.benicia.ca.us/downtowndesign.

GENERAL PLAN:

Goal 3.1: Maintain and enhance Benicia’s historic character

- Policy 3.1.4 Promote the preservation and enhancement of historic neighborhoods, commercial areas and governmental districts.
- Policy 3.1.5 Permit new development, remodeling and building renovation in historic districts when consistent with the policies of the applicable Historic Conservation Plan.

ATTACHMENTS:

1. Design Guidelines project summary
2. HPRC Discussion Questions

*For more information contact: Suzanne Thorsen, Principal Planner
Phone: 707.746.4382
E-mail: SThorsen@ci.benicia.ca.us*

Project Summary

Benicia Downtown Historic District Design Guidelines

The Downtown Historic District Design Guidelines project will update the Historic District Design Guidelines within the Downtown Historic Conservation Plan, which was developed in 1990. The Downtown Historic District encompasses the First Street central business district and surrounding neighborhoods as well as the former Tannery, Southern Pacific Depot, State Historic Capitol Building and numerous national and state landmarks. In total, approximately 700 parcels fall within the Downtown Historic District boundary; of these, about 300 contain designated historic structures corresponding to the period of significance, 1847-1940.

PROJECT OBJECTIVE

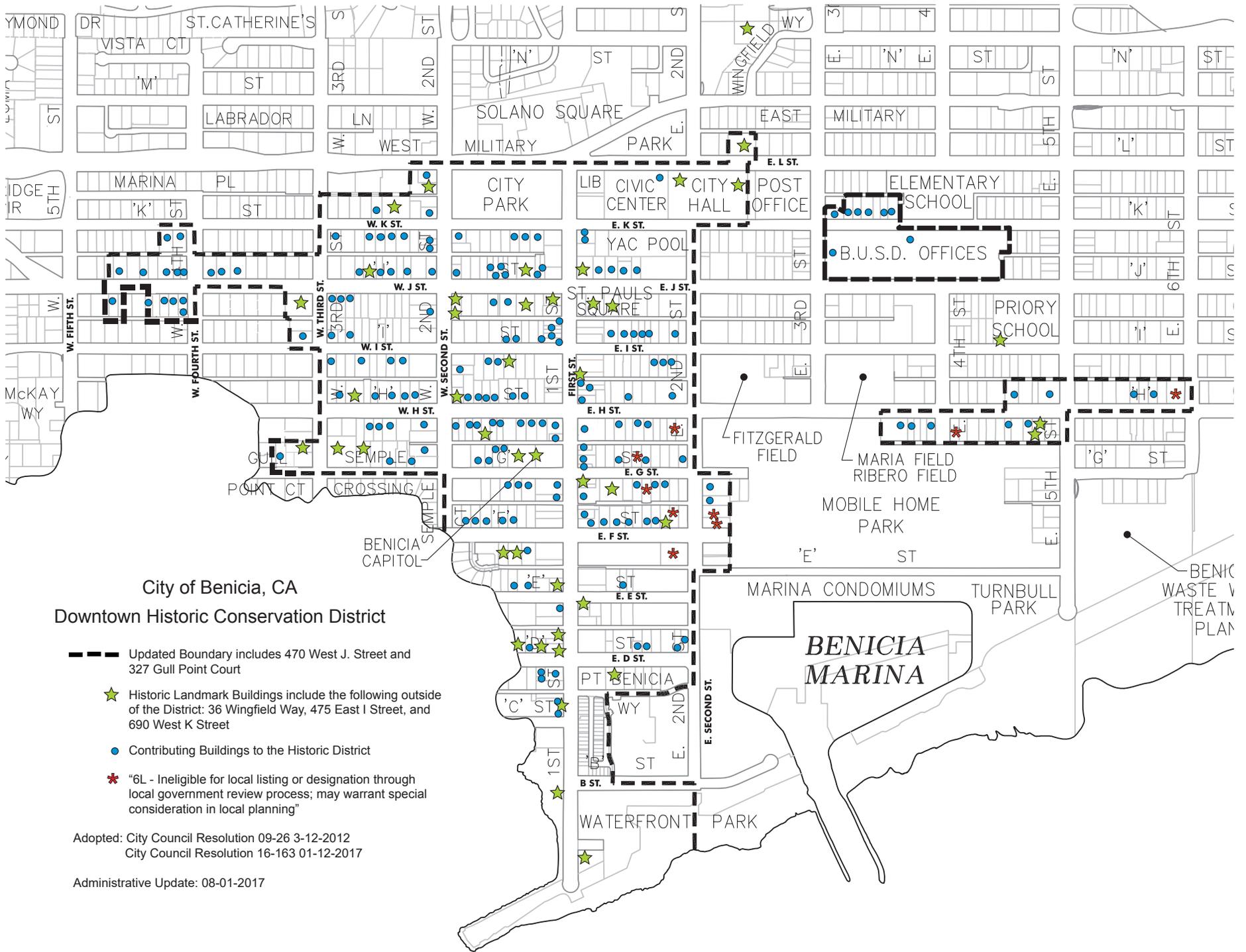
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GET INVOLVED!
The community's involvement in this process is extremely important. Information about upcoming workshops and engagement opportunities will be published on the project website:
<http://www.ci.benicia.ca.us/downtowndesign>



QUESTIONS?
For questions, please contact Suzanne Thorsen, Principal Planner.
sthorsen@ci.benicia.ca.us





City of Benicia, CA

Downtown Historic Conservation District

- Updated Boundary includes 470 West J. Street and 327 Gull Point Court
- ★ Historic Landmark Buildings include the following outside of the District: 36 Wingfield Way, 475 East I Street, and 690 West K Street
- Contributing Buildings to the Historic District
- ✱ "6L - Ineligible for local listing or designation through local government review process; may warrant special consideration in local planning"

Adopted: City Council Resolution 09-26 3-12-2012
 City Council Resolution 16-163 01-12-2017

Administrative Update: 08-01-2017

Historic Preservation Review Commission Meeting

Downtown Historic Conservation District Design Guidelines

City of Benicia

DISCUSSION QUESTIONS

The questions below seek to collect input regarding the design guidelines for Benicia.

Design in Benicia

1. How would you characterize the quality and compatibility of development, in terms of design, throughout the district?
2. Can you identify one or two recent projects that you believe are particularly good examples of design in the district? Can you identify examples that represent issues related to design in the district?
3. Can you identify project types that are not appropriately addressed in the current design guidelines document?
4. How do you think the quality of development in the Downtown Historic Conservation District compares with peer communities?

Downtown Historic Conservation District Design Guidelines Content

5. What has been your experience with the existing design guidelines?
6. Can you identify one or two particular issues related to the design guidelines that should be addressed in the update?
7. What opportunities exist to improve the clarity of the design guidelines to make them more understandable for the user?